

**NARRATIVE INFORMATION SHEET**

R01-20-A-016

1. Applicant Identification – Berkshire Regional Planning Commission2. Funding Requested

- a. Community-wide Assessment
- b. \$300,000
- c. Hazardous - \$200,000  
Petroleum - \$100,000

3. Location

- a. Town: Pittsfield
- b. County: Berkshire
- c. State: Massachusetts

4. Property Information for Site-Specific Applications: N/A5. Contacts

- a. Project Director  
Melissa Provencher  
Phone (413) 442-1521 ext. 22  
[mprovencher@berkshireplanning.org](mailto:mprovencher@berkshireplanning.org)  
1 Fenn Street, Suite 201  
Pittsfield, MA 01201

- b. Chief Executive  
Thomas Matuszko, Executive Director  
Phone (413) 442-1521 ext. 34  
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1 Fenn Street, Suite 201  
Pittsfield, MA 01201

6. Population – 42,5917. Other Factors Checklist

Other Factors	Page #
Community population is 10,000 or less.	
The applicant is, or will assist, a federally recognized Indian tribe or United States territory.	
The priority brownfield site(s) is impacted by mine-scarred land.	
The priority site(s) is adjacent to a body of water (i.e., the border of the priority site(s) is contiguous or partially contiguous to the body of water, or would be contiguous or partially contiguous with a body of water but for a street, road, or other public thoroughfare separating them).	1, 2, & 3
The priority site(s) is in a federally designated flood plain.	2
The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy; or will incorporate energy efficiency measures.	2
30% or more of the overall project budget will be spent on eligible reuse planning activities for priority brownfield site(s) within the target area.	9

8. Letter from the State or Tribal Environmental Authority

A current letter from the appropriate state or tribal environmental authority acknowledging that the applicant plans to conduct assessment and cleanup activities and is planning to apply for FY20 federal brownfields grant funds is attached.



Commonwealth of Massachusetts  
Executive Office of Energy & Environmental Affairs

# Department of Environmental Protection

One Winter Street Boston, MA 02108 • 617-292-5500

Charles D. Baker  
Governor

Karyn E. Polito  
Lieutenant Governor

Kathleen A. Theoharides  
Secretary

Martin Suuberg  
Commissioner

November 20, 2019

U.S. EPA New England  
Attn: Frank Gardner  
5 Post Office Square, Suite 100  
Boston, MA 02109-3912

**RE: STATE LETTER OF ACKNOWLEDGMENT**  
***Berkshire Regional Planning Commission, Application for EPA Assessment Grant Funds***

Dear Mr. Gardner:

I am writing to support the proposal submitted by the Berkshire Regional Planning Commission (BRPC) under the Fiscal Year 2020 U.S. Environmental Protection Agency (EPA) Brownfield Assessment Grant Program. BRPC is seeking funding to further advance their assessment of Brownfields sites in Berkshire County. Such properties include dry cleaners, former paper mills, and former gasoline stations, among others. BRPC will focus on a Target Area that includes the cities of Pittsfield and North Adams and the Towns of Adams, Dalton, Great Barrington, and Lee, which represent the most industrial-developed communities in Berkshire County. BRPC envisions that future redevelopment of these areas will result in future job creation, increased property values, and an enhanced tax base.

In Massachusetts, state and federal agencies have developed strong partnerships and work together to ensure that parties undertaking Brownfield projects have access to available incentives. The Massachusetts Department of Environmental Protection (MassDEP), through our regional officers, provides technical support to Brownfield project proponents when regulatory issues arise. If this proposal is selected, MassDEP will work with our state and federal partners to provide the support to the BRPC that will be needed to help make this project a success.

We greatly appreciate EPA's continued support of Brownfield efforts here in Massachusetts.

Sincerely,

Paul Locke  
Assistant Commissioner, Bureau of Waste Site Cleanup

ec: Melissa Provencher, Brownfields Program Coordinator, BRPC  
Caprice Shaw, Brownfields Coordinator, MassDEP Western Regional Office

This information is available in alternate format. Contact Michelle Waters-Ekanem, Director of Diversity/Civil Rights at 617-292-5751.

TTY# MassRelay Service 1-800-439-2370

MassDEP Website: [www.mass.gov/dep](http://www.mass.gov/dep)

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**RANKING CRITERIA FOR MULTIPURPOSE GRANTS****1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION****1.a. Target Area and Brownfields****1.a.i. Background and Description of Target Area**

Berkshire County is the westernmost county in Massachusetts encompassing an area of approximately 945 square miles with a current population estimated at 126,313 persons. Much of the county was built along the Housatonic River. Flowing through a historically rural area, the Housatonic River attracted increased industrialization in the late 19th century. The City of Pittsfield is the largest city and the historic county seat of Berkshire County and is the Target Area for this Community-wide Assessment. At the confluence of the Housatonic River, the City of Pittsfield's landscape was once dotted with mills that produced lumber, grist, paper, and textiles. In 1890, William Stanley, Jr. founded the Stanley Electric Manufacturing Company in Pittsfield. The company manufactured small transformers, electrical motors and appliances. In 1903, General Electric (GE) acquired Stanley Electric and subsequently operated three major manufacturing operations in Pittsfield: transformer, ordnance, and plastics.

Thanks to the success of GE, Pittsfield's population in 1930 had grown to more than 50,000. However, significant layoffs began at GE in the 1980s bringing with them an economic and population decline that the City has yet to recover from. In addition to the economic decline, GE has left a legacy of contamination that continues to impact the area. The General Electric/Housatonic River Cleanup Site in Berkshire County is one of the largest PCB cleanup projects in the U.S. As a result, the City of Pittsfield is deeply impacted by the contamination within the river which flows through its downtown neighborhoods.

**1.a.ii. Description of Priority Brownfields Sites**

Known and suspected Brownfields in the Target Area include former textile mills and paper mills, auto shops, fueling stations, dry cleaners and rail lines among others. Many of these sites are contaminated with chlorinated solvents, petroleum products, PCBs, and heavy metals. BRPC has already identified six prominent sites within the Target Area. Sites include: a long vacant former factory and site of a three alarm fire (J.B. Paper), an abandoned auto retailer that included a garage, maintenance and repair facility (Arace Property), two former mills on opposite sides of the Housatonic River (50 East Mill Street & Harris Street), an abandoned residential property on the banks of the Housatonic River that was used as a home business and is known to be contaminated with petroleum products, and a former dry cleaner.

The impacts of these languishing sites with known or unknown contamination continue to cripple the area in terms of unknown health and safety risks and a stigmatized economic condition decreasing job opportunities and resulting in lost tax revenues. Many of these sites are located in densely developed neighborhoods among some of the poorest communities within the region. For example, the JB Paper site is located adjacent to the Dower Square development, an affordable housing complex owned by the Pittsfield Housing Authority. Three other affordable housing complexes are within ¼ mile of this site. Four parks and 1 school are within ½ mile of the site. Forty-one percent (41%) of people in the surrounding area are unemployed and 64.7% of

families within the surrounding area are living in poverty. The community is also a minority community with 41% reporting as non-white in a city that is just 14.8% minority.<sup>1</sup>

### **1.b. Revitalization of the Target Area**

#### **1.b.i. Reuse Strategy and Alignment with Revitalization Plans**

This project aligns with the Sustainable Berkshires plan which was developed by BRPC through a 2010 HUD Sustainable Communities Regional Planning Grant. The Sustainable Berkshires plan was developed around the HUD-DOT-EPA Livability Principles. A Policy of the plan is to “Remove or minimize threats to health posed by environmental contamination and brownfield sites.” This project is consistent with the economic goals within the Sustainable Berkshires including making sites development ready by proactively addressing brownfield concerns. The Berkshire Brownfields Program has been identified within the Berkshire Comprehensive Economic Development Strategy as one of the “Projects Representing the Greatest Needs Regionally”.

The City of Pittsfield (Target Area) is the most industrialized community within Berkshire County where redevelopment can make use of existing infrastructure, including water, sewer, and transportation consistent with the Sustainable Berkshires strategy to “prioritize brownfield sites within urban and suburban neighborhoods for cleanup and reuse”. Below are specific examples of the projected redevelopment for properties assessed under this grant.

**JB Paper, Pittsfield:** This site has high development potential, but has remained vacant for 10 years. Despite concerns that squatters were using the space and concerns about its dilapidated condition, no action had been taken due to the potential contamination on site. A suspicious fire broke out in the building in August 2015 resulting in greater concerns with regard to public safety and soil and groundwater contamination. The assessment and ultimate redevelopment of this site is now a high priority for the City. The City is poised to take ownership of the site in tax title and envisions the site as a future home for commercial office space resulting in job creation and/or a home for community services. The reuse of this priority site will potentially facilitate renewable energy from solar, or geothermal energy; and need building on the site will conform with the Commonwealth’s Stretch Code for green building and incorporate energy efficiency measures.

**Harris Street:** Previously used to house an auto body repair shop, demolished by the City in 2002 due to unsafe building conditions and abandonment, and historically the site of a wool mill. The site is adjacent to the Housatonic River, and located partially within the 100-year floodplain. Known and suspected contaminants include petroleum, heavy metals, and pesticides (potentially from an abutting property that contained the operations of the Berkshire County Mosquito Control board). The City is poised to take ownership of the site through tax title foreclosure and envisions the site as a future home for commercial office or light industrial space or potential greenspace to contribute to the ongoing development of the *West Side Riverway* which seeks to provide greater access to the Housatonic River for residents and visitors.

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<sup>1</sup> American Community Survey

1.b.ii. Outcomes and Benefits of Reuse Strategy

*Economic Benefits:* This project comes early in the reuse planning process; however the potential economic benefits envisioned for the region include: job creation, increased property values, and enhanced tax base. This project will continue to remove the uncertainties associated with industrial and commercial sites that have the highest potential for redevelopment. The redevelopment of these sites is expected to improve the adjacent neighborhoods, resulting in higher property values, and create jobs and/or housing within these neighborhoods. The City of Pittsfield largely relies on property taxes since state aid has decreased and significant benefit will be seen by putting these properties back on the active tax rolls. One example is the former Arace property on West Housatonic Street. This former auto retail lot holds significant economic development potential. However, unknown contamination has hampered redevelopment and the City has initiated tax foreclosure on the property.

*Greenway:* The Harris Street site is an example of the potential for greenspace that can be anticipated from this project. Although early in redevelopment planning, the site holds potential to contribute to the ongoing development of the *West Side Riverway*, a linear riverfront park that provides access to the Housatonic River for passive recreation including trails, meditation areas, and scenic outlooks.

1.c. **Strategy for Leveraging Resources**

1.c.i. Resources Needed for Site Reuse

As a unit of local government, BRPC is eligible for monetary funding from other resources and this assessment grant will stimulate the availability of additional funds for environmental assessment or remediation, and subsequent reuse. BRPC will leverage additional funds/resources beyond the grant funds awarded to support the proposed project activities. The Brownfields Steering Committee invests approximately \$15,000-\$27,000 per year through in-kind support. BRPC will continue to actively seek a variety of funding sources and incentives to help remediate brownfields and bring them back into productive use. Potential key funding resources that will be sought for use in the assessment, remediation, and/or reuse strategy for the priority sites include HUD, EDA, MassWorks, and USDA Rural Development.

BRPC has already been working with federal, state, or local agencies and this EPA grant will “fill the gaps” continuing the comprehensive approach to brownfields site characterization, assessment, cleanup and redevelopment that has been established through BRPC’s program. In addition, the City of Pittsfield is a CDBG entitlement community and will utilize these funds as appropriate toward activities such as demolition and redevelopment of sites.

1.c.ii. Use of Existing Infrastructure

The Target Area for this project is the largest, most industrialized and most densely developed community within Berkshire County where redevelopment can make use of existing infrastructure, including water, sewer, and transportation. There are no additional infrastructure needs key to the revitalization plans for the priority sites.

## 2. COMMUNITY NEED & COMMUNITY ENGAGEMENT

### 2.a. **Community Need**

#### 2.a.i. The Community's Need for Funding

The communities within Berkshire County, including the City of Pittsfield, do not have the financial resources to address all of their brownfield issues. Municipalities in Massachusetts depend heavily on local aid from the state and local property taxes. With local aid decreased, communities in Berkshire County must either raise property taxes or cut services. However, Proposition 2½ Mass. Gen. Laws Ch. 59 § 21 is a state statute which limits property tax increases by municipalities to 2.5% or less. A side effect of Proposition 2½ is that municipal incomes decline in real terms whenever inflation rises above 2.5% thus resulting in a real decline in local taxes.

With no county government, the communities rely heavily on the Berkshire Regional Planning Commission (BRPC) to provide services. BRPC is a state-created regional planning agency that serves all 32 cities and towns in Berkshire County. However, BRPC relies heavily upon funding through competitive grants, which make up approximately 70% of our annual operating budget. BRPC does receive funding from each of our member communities, but these funds make up just 3% of our annual budget. In addition, BRPC is charged with meeting federal requirements to service the transportation needs of our communities - this funding makes up just 17% of our annual budget. With all of the funding from BRPC's FY17 assessment committed, additional funding is needed and BRPC is unable to draw on other sources of funding.

#### 2.a.ii. Threats to Sensitive Populations

(1) Health or Welfare of Sensitive Populations: This assessment grant will facilitate the identification and reduction of threats to the health and welfare of sensitive populations. Risk factors for poor health include poverty, minority racial/ethnic groups, living in an urban setting, female gender, family history and environmental exposures – all of which are relevant to the Target Area.

**No health data exists** at the city level for any of the communities within Berkshire County, including the City of Pittsfield - the Target Area. The only available health data is through the Massachusetts Community Health Information Profile, which maintains county-level data to assess health needs, monitor health status indicators, and evaluate health programs. Assessments are needed to determine whether, and to what degree, the public health is impacted by possible exposure to harmful contaminants within the Target Area. Potential and known contaminants within the Target Area include chlorinated solvents, petroleum products, PCBs, asbestos, and heavy metals. Potential health impacts include:

- Cancer
- Adverse effects on the liver and its function
- Adverse effects on the kidneys and their function
- Impaired reproductive function
- Nervous system effects
- Respiratory effects (i.e. asthma)
- Birth defects
- Suppression of the immune system

Many of the identified sites in the Target Area are vacant, boarded-up, or underused, but the neighborhoods built around them still exist. These sites have often been host to squatters, vandalism, illegal dumping and criminal activity. A suspicious fire leveled the JB Paper Factory in

August 2016. The City was aware of concerns that squatters were using the space and building officials were concerned about its dilapidated condition. However, no action had been taken due to the potential contamination on site. The damage caused by the fire has resulted in greater concerns with regard to public safety and soil and groundwater contamination. The abandoned and derelict structure, open foundation and debris pose threats to the welfare of the residents who live in the neighborhood, particularly the adjacent affordable housing complex. According to a Berkshire United Way study, people are concerned about the diminishing quality of life in their neighborhoods and sense a loss of spirit and cohesiveness. This is just one example – all 6 sites identified have been vacant, or underused for the past decade, and all are located in the midst of neighborhoods, community centers, parks, and schools.

This grant will address the identification and reduction of threats to public health and welfare. Addressing these sites will provide significant health benefits including reduced environmental exposures from the remediation and abatement of contamination, reduced poverty from redevelopment with better paying jobs, and providing better/safer housing opportunities for sensitive populations including minorities, children and women.

(2) Greater Than Normal Incidence of Disease and Adverse Health Conditions:

Sensitive populations include minorities, elderly, children, and women of child-bearing age. Over half of the population of the County is made up of individuals who are among sensitive populations. The County has the second highest percentage (20.2%) of persons over 65 years in the state, a trend which is expected to continue. Working class families and people of color face a “triple unequal exposure effect” to toxic pollution and other environmental hazards in comparison with higher-income residents. According to the Massachusetts Community Health Information Profile, breast cancer incidence in the region is disproportionately higher than in the state for minority women with a rate of 178 vs 123 for black women, 223 vs 81 for Asian women and 172 vs 72 for Hispanic women. The incidence of bronchus and lung cancer in Black non-Hispanic men in the region is significantly higher (146.5) than that of the state (89.2).

This grant will facilitate the identification and reduction of adverse health conditions. Through this project, assessments will be conducted to better understand the risks posed by these sites, implement institutional and engineering controls as needed, and begin the process to sever the pathways of contamination. Risk Assessments will be conducted to ensure that no threats are posed to sensitive receptors, including the affordable housing complex adjacent to the JB Paper site. Through this grant a plan will be developed to eliminate the direct contact exposure risk to contaminated soil and eliminate the risk of breathing in potentially contaminated air.

(3) Disproportionately Impacted Populations:

In addition to the presence of brownfield sites discussed earlier, the Target Area is impacted by other various cumulative environmental issues. Power plants, incinerators, industry, landfills, congested highways, and other sources of air, water and land pollution are all present within the Target Area. The Target Area also faces environmental justice concerns being overburdened from existing sources of pollution which are present. The General Electric/Housatonic River Cleanup Site in Berkshire County is one of the largest PCB cleanup projects in the U.S. and has direct

impacts within the Target Area. For a period of 40 years, General Electric discharged untold quantities of PCBs into the Housatonic River from its plant in Pittsfield. Since that time, PCBs have been carried downstream accumulating in the sediment behind mill dams, oxbows and other slow moving sections of the river. As a result, the City of Pittsfield is deeply impacted by the contamination within the river which flows through its downtown neighborhoods. A permanent PCB landfill (Hill 78) already exists in Pittsfield holding contaminated river sediment adjacent to the Allendale Elementary School. The air quality of the school continues to be monitored due to the impacts of Hill 78.

This grant will facilitate the identification and reduction of threats posed by Brownfields sites within the Target Area and begin the process toward putting these sites back into productive use. Site assessments are ultimately expected to result in increased property values, improved environmental conditions, and job creation.

## **2.b. Community Engagement**

### **2.b.i. Project Partners & 2.b.ii. Project Partner Roles**

We are fortunate that Berkshire County is small enough that organizations across a wide variety of venues tend to know each other and work together constantly, often at a very personal level.

The following community-based organizations have committed to providing support to the Berkshire Brownfields program:

- **1Berkshires:** the economic development organization, marketing the region to create jobs and a sound local economy, will participate on the Steering Committee, help to identify potential sites, publicize the program, host presentations, and work with property owners.
- **Pittsfield Housing Authority (PHA):** The Pittsfield Housing Authority (PHA), serving the City of Pittsfield, was established to provide the community with fair, equal housing opportunities. For over 60 years the PHA has helped families and individuals obtain housing. PHA owns and administers public housing for over 200 families and more than 400 individual tenants. PHA owns an affordable housing complex adjacent to the former JB Paper site and will host public meetings or outreach forums, post public meetings, and highlight the project's progress on their website.
- **Berkshire Environmental Action Team (BEAT):** the mission of BEAT is to work to protect the environment for wildlife in support of the natural systems that support us all. BEAT supports efforts to move sites through assessments to get them cleaned up and redeveloped, keeping development in appropriate areas and sparing wildlife habitat on land that has never been developed. BEAT will assist in identifying sites, publicize the program through their e-newsletter and website, and host meetings to communicate with stakeholders.

### **2.b.ii. Incorporating Community Input**

BRPC has a proven track record in communicating progress and will continue to do so. The Steering Committee members have been one of the most effective ways to communicate progress to both their local select boards and their neighbors. BRPC staff will be available to the community at large including neighbors, interested citizens, members of the business community, site owners, developers and others to answer questions or address concerns.



BRPC has partnered with the Pittsfield Housing Authority to ensure that residents adjacent to the JB Paper Company are informed of the project. It is anticipated that we will conduct a minimum of 3 meetings with residents - at the outset of the project, upon completion of a Phase II ESA, and during development of a Remedial Action and Reuse Plan.

BRPC will communicate project progress to citizens and interested groups through a variety of media and community outreach venues. Project progress will be communicated through:

- Websites & Social Media - BRPC and its partners will utilize both websites and Facebook.
- News Outlets – Minimum of 3 articles in print and online newspapers of regional circulation, BRPC, NBCC and BEAT newsletters.
- Steering Committee Meetings - The Brownfields Steering Committee will meet regularly ( $\pm 18$  mtgs) and all meetings will be public and posted in accordance with MA General Law.
- Neighborhood Public Meetings - Meetings will be held in the evening to accommodate the working public and will be held within the affected neighborhoods.

### **3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS**

#### **3.a. Description of Tasks and Activities**

<b>Task 1: Cooperative Agreement Oversight:</b>
<p>i. Project Implementation</p> <p>BRPC staff will continue to provide staff support to the Steering Committee that is already in place. Currently the Steering Committee consists of elected and appointed officials, residents and interested citizens, business leaders, community development corporation members and an EPA Region I representative. A member of the BRPC staff will attend the National EPA Brownfields Conference. Regular updates to the ACRES database will be utilized to measure the results and progress of the project. Required quarterly reports will be prepared and submitted. BRPC will provide oversight of the selected consultant, ensure compliance with applicable federal cross-cutting measures, and work closely with EPA Region 1 staff. BRPC staff will work with the Steering Committee to hire a QEP to conduct 5 Phase I ESAs, 4-6 Phase II ESAs and 1 Remedial Action and Reuse Plan. BRPC staff will follow all state and federal procurement regulations. The budget for this task is \$19,894.</p>
ii. Anticipated Project Schedule: 10/1/20 – 9/30/23
iii. Task/Activity Lead(s): Project Manager
<p>iv. Output(s):</p> <ul style="list-style-type: none"> <li>• RFP/RFQ; documentation of meeting of open competition; contract for scope of services</li> <li>• Performance evaluation reports, and applicable corrective actions</li> <li>• Quarterly reports and other forms; updated ACRES database; final report and closeout forms</li> <li>• “Success Story” fact sheets</li> <li>• Attend Brownfields conference</li> </ul>
<b>Task 2: Site Inventory, Evaluation &amp; Prioritization</b>
<p>i. Project Implementation</p> <p>BRPC staff will conduct community outreach within the Target Area and the various local, regional and state economic development organizations serving the region to request site</p>

<p>nominations. Nomination forms will be posted on BRPC's website. All sites nominated will be entered into a Microsoft Access database, including such information as ownership, address, acreage, etc. Nominated sites will first be reviewed based on whether site access has been obtained and secured. Nominated sites will then be presented to the Steering Committee for consideration and evaluation. The Steering Committee will review, rank and prioritize sites. The budget for this task is \$9,360.</p>
ii. Anticipated Project Schedule: 10/1/20 – 4/1/21
iii. Task/Activity Lead(s): Project Manager with QEP and Berkshire Brownfields Committee
iv. Output(s): <ul style="list-style-type: none"> <li>• GIS map of potential sites</li> </ul>
<b>Task 3: Site Assessments</b>
<p>i. Project Implementation</p> <p>Assessment work will be completed in accordance with standards established by the American Society of Testing Material (ASTM) standard E1527-13 as well as the EPA's "All Appropriate Inquiry" rule. Phase I ESAs will be conducted for 3 selected hazardous sites and 2 selected petroleum sites. Phase II ESAs will be conducted to confirm or dismiss the presence of hazardous materials and petroleum products in accordance with ASTM 1903-97(2002) standard. Phase II site assessments will be conducted on 3-4 priority hazardous sites and up to 1-2 priority petroleum sites. Remedial Action and Reuse Plans will be developed for one hazardous site and one petroleum site. Quality Assurance Project Plans and Health and Safety Plans will be conducted as appropriate. The budget for this task is \$260,066.</p>
ii. Anticipated Project Schedule: 12/1/20 – 9/30/23
iii. Task/Activity Lead(s): QEP
iv. Output(s): <ul style="list-style-type: none"> <li>• Phase I reports</li> <li>• Approved site-specific QAPP Addendas</li> <li>• Phase II reports documenting the results</li> <li>• Green and sustainable efforts reported in quarterly reporting</li> <li>• Draft remedial action plan(s)</li> <li>• Draft ABCA(s) with GSR language</li> <li>• Updated ACRES database</li> </ul>
<b>Task 4: Community Outreach &amp; Education</b>
<p>i. Project Implementation</p> <p>BRPC will conduct community outreach efforts to residents, neighborhood groups, property owners, developers, public health officials, and others. BRPC will hold ±18 public meetings of the Brownfields Steering Committee to seek input. BRPC will work with our project partners to disseminate information regarding the status of the program via a variety of media and community outreach venues. These include continued neighborhood public meetings, publications in newspapers, newsletters, radio, public access television postings, websites, and social media. The budget for this task is \$10,680.</p>
ii. Anticipated Project Schedule: Project Manager
iii. Task/Activity Lead(s): 11/1/20 – 9/30/23
iv. Output(s): <ul style="list-style-type: none"> <li>• Color brochures and FAQ insert(s)</li> <li>• Powerpoint Presentation(s) and displays for public meetings</li> </ul>

**3.b. Cost Estimates**

Budget Categories		Project Tasks (\$)				Total
		Task 1	Task 2	Task 3	Task 4	
Direct Costs	Personnel - Hazardous	\$4,000	\$1,700	\$2,550	\$2,450	\$10,700
	Personnel - Petroleum	\$3,000	\$700	\$1,500	\$1,000	\$6,200
	Fringe Benefits – Hazardous	\$2,383	\$1,013	\$1,519	\$1,459	\$6,374
	Fringe Benefits – Petroleum	\$1,787	\$417	\$894	\$596	\$3,693
	Travel - Hazardous	\$1,000				\$1,000
	Travel - Petroleum	\$1,000				\$1,000
	Equipment – Hazardous					
	Equipment – Petroleum					
	Supplies - Hazardous	\$547				\$547
	Supplies - Petroleum	\$547				\$547
	Contractual - Hazardous		\$1,800	\$169,773	\$1,200	\$172,773
	Contractual - Petroleum		\$1,800	\$80,573	\$1,200	\$83,573
	Other (include subawards)					
	Total Direct Costs - Hazardous	\$7,930	\$4,513	\$173,842	\$5,109	\$191,394
	Total Direct Costs - Petroleum	\$6,334	\$2,917	\$82,967	\$2,796	\$95,013
Indirect Costs - Hazardous		\$3,217	\$1,367	\$2,051	\$1,971	\$8,606
Indirect Costs - Petroleum		\$2,413	\$563	\$1,206	\$804	\$4,987
<b>Total Budget</b> (Total Direct Costs + Indirect Costs + Cost Share)		\$19,894	\$9,360	\$260,066	\$10,680	\$300,000

**3.c. Measuring Environmental Results**

BRPC will track, measure and evaluate our progress in achieving project outcomes, outputs and project results. BRPC will develop a Workplan for approval by EPA Region 1 that will include anticipated outputs and outcomes. This information will be tracked in the quarterly and final reports. BRPC will utilize the Assessment, Cleanup and Redevelopment Exchange System (ACRES) to report, document, and track information such as funding received, contamination present, acres cleaned up, acres redeveloped and funds leveraged.

**4. Programmatic Capability and Past Performance****4.a. Programmatic Capability****4.a.i. Organizational Structure and Experience**

BRPC has continually operated at a “low-risk” term under agency OMB Circular A-102 regulations. An annual audit of all its financial records is conducted by an independent certified public accountant whose responsibility is to evaluate and certify all contract activities. BRPC’s management procedures have been determined to be in compliance for all such audits. There have been no adverse audit findings from OMB Circular A-133, nor from audits conducted by

The Berkshire Regional Planning Commission, Berkshire County Massachusetts

federal, state, or local government inspector generals or similar organizations, nor audits conducted by U.S. General Accounting Office. Limited scope reviews were conducted by EPA in FY09 and FY14, where no findings were issued.

BRPC's staff has nearly 48 years of experience in managing a variety of grant programs, and has previously received six (6) EPA Brownfields Assessment Grants for petroleum and hazardous assessments. BRPC has also established a Revolving Loan Fund through grant funding from EPA.

**4.a.ii. Description of Key Staff**

BRPC has a dedicated and experienced staff responsible for meeting the various requirements of state and federal agencies. In FY16, BRPC was contracted to manage approximately \$6 million in state and federal funds. BRPC is committed to retaining project leadership and to successfully completing projects.

Melissa Provencher, Environmental & Energy Program Manager, is BRPC's Brownfields Program Coordinator, which is her primary job responsibility. Ms. Provencher has been with BRPC for over 20 years. She closed out successful Assessment Grants from 2005, 2007 and 2013 along with an ARRA funded coalition assessment grant. Ms. Provencher recently closed Cleanup Grants for the Towns of Lee and Dalton and completed the Lee Area-Wide Planning Grant. Ms. Provencher is currently managing the Brownfields RLF and initiating work on Assessment Grants for the Towns of Adams and Lee along with a Cleanup Grant for Greylock Flume.

**4.a.iii. Acquiring Additional Resources**

BRPC, with input from the Brownfields Steering Committee, will hire a QEP to conduct Phase I and II ESAs and Remedial Action and Reuse Plans. BRPC has successfully contracted with QEPs in the past for similar projects and follows all state and federal procurement laws and regulations.

**4.b. Past Performance and Accomplishments**

**4.b.i. Currently or Has Ever Received EPA Brownfields Grants**

**(1) Accomplishments**

BRPC's success is measured by EPA grant funds that have led to site cleanups, created jobs, reduced environmental risk, and improved the region's quality of life. BRPC has completed 27 Phase I ESAs, 21 Phase II ESAs, and 8 Remedial Action and Reuse Plans. Clean-up or redevelopment projects are completed or underway on seven of the sites as a result.

**(2) Compliance with Grant Requirements**

BRPC, in conjunction with its environmental consultant, has consistently provided EPA with both mandatory and voluntary reporting measures, including property profile forms, ACRES reporting, quarterly reports, financial status reports, and MBE/WBE forms. BRPC's QEP has provided EPA with Quality Assurance Project Plan reports and updates or modifications as required. BRPC has a solid track record for appropriately and timely closing-out grant projects.

## **THRESHOLD CRITERIA FOR ASSESSMENT GRANTS**

### **1. Applicant Eligibility**

The Berkshire Regional Planning Commission (BRPC) meets the eligibility requirements since it was established by state legislature as a governmental entity in 1966 under Chapter 40B of the Massachusetts General Laws (please see attached). The purpose of this chapter is to permit a city or town to plan jointly with other cities or towns to promote with the greatest efficiency and economy the coordinated and orderly development of the areas within their jurisdictions and the general welfare and prosperity of their citizens. The Commission is comprised of elected and appointed community officials from each of its 32 member communities as well as a full-time professional staff.

### **2. Community Involvement**

Public outreach and communication is essential to the success of this project and the larger Berkshire Brownfields Program. The Community Involvement Plan includes working with the Berkshire Brownfields Committee and our project partners: 1Berkshire, the Pittsfield Housing Authority (PHA), and the Berkshire Environmental Action Team (BEAT) to involve the community in the planning and implementation of the project through regular meetings, newsletters, and working directly with stakeholders as needed.

The Brownfields Steering Committee was created in 2004 and is made up of representatives of the towns of Adams, Dalton, Lee, and Great Barrington and the cities of North Adams and Pittsfield, as well as Economic Development Agencies (i.e., 1Berkshire and Lee CDC), BRPC staff and policy board, and our EPA Project Officer. The City of Pittsfield (Target Area) is represented on the Brownfields Steering Committee and will be directly involved in site prioritization, site updates, and site cleanup and reuse planning. It is anticipated that the Brownfields Steering Committee will meet 18 times throughout the course of the project and all meetings will be open to the public.

BRPC has an excellent track record working with residents, site owners, developers and members of the business community. BRPC staff will be available to work directly with stakeholders as needed. BRPC staff will oversee the work of the QEP; however, when appropriate, site owners and municipal officials will be able to work directly with the QEP. BRPC has also partnered with 1Berkshire to assist in working with property owners. Project progress, next steps, issues and achievements will all be communicated through the BRPC website and newsletter as well as through local newspapers. BRPC staff will be made available to answer questions or address concerns and site factsheets will be created to summarize actions, findings, progress and next steps.

### **3. Expenditure of Assessment Grant Funds**

Please see the attached copy of the financial record displaying the amount of cooperative agreement funds drawn down in the form of a report from the Automated Standard Proposal for Payments (ASAP).

## **CHAPTER 40B**

### **REGIONAL PLANNING LAW**

#### **C. 40B Sec. 1. Title.**

This chapter shall be designated and may be known as "The regional planning law."

#### **C. 40B Sec. 2. Purpose.**

The purpose of this chapter is to permit a city or town to plan jointly with cities or towns to promote with the greatest efficiency and economy the coordinated and orderly development of the areas within their jurisdictions and the general welfare and prosperity of their citizens.

#### **C. 40B Sec. 2A. Consent to Inclusion in Region or District.**

No state agency shall place a city or town individually or severally, within a regional or district grouping without the consent of the governing body of such city or town. The governing body in a town shall be the town meeting and in a city, the city council.

#### **C. 40B Sec. 3. Planning Districts.**

Any group of cities, towns, or cities and towns may, by vote of their respective city councils or town meetings, vote to become members of and thus establish a planning district, which shall constitute a public body corporate. After a planning district has been thus established, any other city or town within the district area as hereinafter defined may by vote of its city council or town meeting apply for admission. Upon the affirmative vote of two thirds of the representatives of the cities and towns comprising the district, said city or town shall become a member thereof. The area of jurisdiction of said district shall be an area defined or redefined as an effective regional planning region by the Massachusetts office of business development. All rights, privileges and obligations applicable to the original members of the district shall be applicable to the new members.

#### **C. 40B Sec. 4. District Planning Commissions.**

In each planning district so established there shall be a district planning commission consisting of one member of the planning board of each city and town voting to join such district, elected annually by said planning board and certified in writing to the district planning commission. Said member may be replaced by a two thirds vote of his planning board before the termination of his annual appointment. In the case of the planning board's failure to elect a delegate in any year the previously named delegate shall continue to serve until his successor is qualified, as long as he shall remain a member of his local planning board. There may be an alternate designee, who may or may not be a planning board member, who shall be a resident of the city or town he represents, appointed annually and certified in writing to the district planning commission by the mayor in a city, confirmed by the council, or in the case of a city with a plan E form of government, appointed annually by the city manager, or in a town by the selectmen or in towns with a manager form of government, by the town manager, who may attend meetings of the district planning commission and who shall assume the rights and duties of the planning board member in his absence. The alternate designee shall be named in writing to the district planning commission annually in order that he may perform the duties and exercise the powers authorized in this section. In a member town which has not established a planning board, the selectmen shall annually appoint a member of the district planning commission. Such district planning commission shall annually elect a chairman, a vice chairman, a treasurer, and a clerk from among its members and alternate designees, and may elect an assistant clerk, from among such members and alternate designees. The treasurer and assistant

treasurer shall give the commission a bond, with a surety company authorized to transact business in the commonwealth as surety, for the faithful performance of their duties in such sums and upon such conditions as the commission may require. The said commission may employ experts and clerical and other assistants. All meetings of the commission shall be held at the call of the chairman and at such other times as the commission may determine. A quorum of the commission shall consist of at least one fourth of the duly named members or alternate designees. Lack of a quorum shall not prevent the members at an officially called meeting from coming to order, making motions, discussing or passing a motion to continue said meeting to a later time. The commission shall establish rules of procedure for its activities and shall keep a record of its meetings, transactions, resolutions, findings and determinations, all of which shall be public records.

C. 40B Sec. 4A. Executive Committee of District Planning Commissions; Membership; Powers and Duties.

Upon a two-thirds vote of all of the members of the district planning commission there may be established an executive committee, elected annually from the membership of the commission, and consisting of the chairman, vice chairman, if one is elected annually by the commission, the clerk, the assistant clerk, if one is elected annually, the treasurer and at least one but no more than seven members elected at large from the commission membership annually, so that there shall be an uneven number of members of said committee. Actions taken by said executive committee shall be in the name of and on behalf of the commission. Such actions may include one or more of the following listed functions, but only if authorized by a two-thirds vote of the commission's total membership:-- employment of technical staff members, and other professional and clerical assistants; retention of consultants; the disbursement of commission funds based upon a warrant approved by a majority of the executive committee; the borrowing of funds in anticipation of receipt of revenue; applications for federal, state and local aid; the preparation of reviews and comments on proposals of a regional or intercommunity nature, including those referred to the district planning commission under the provisions of Section 204 of the Demonstration Cities and Metropolitan Development Act of 1966, Title IV of the Inter-Governmental Cooperation Act of 1968, and Section 102 of the National Environmental Policy Act of 1969; proposed zoning changes near municipal boundaries of member cities and towns; requests for planning related advice; and the establishment of various technical advisory committees. Said executive committee shall report its actions to the full commission at least quarterly, and its authority to exercise such functions heretofore authorized shall be reconfirmed by a two-thirds vote of all of the members annually. Additional functions may be authorized for the executive committee from time to time. Such additions shall also be by a two-thirds vote of the district planning commission membership. The authority given to the executive committee to act on behalf of the commission may be terminated for any function by a majority vote of the commission members and thirty days' notice to said executive committee.

C. 40B Sec. 4B. Seal.

Each planning district may have a seal consisting of a circular die bearing the words "Commonwealth of Massachusetts, --- Regional Planning District, 19-", which seal may be used whenever deemed advisable by the district planning commission on papers and documents issued or executed by the commission or by any officer or employee designated by the commission.

C. 40B Sec. 4C. District Planning Commissions; Membership of Commanding Officers of Certain Military Installations.

Whenever there is located, wholly or partially, within a planning district established hereunder, a federal military installation having a resident population of at least five hundred persons according to the most recent available federal decennial census, the district planning commission may vote to offer to the commanding officer of said federal military installation the privilege of membership for himself or his designee. Upon acceptance by the commanding officer of this offer, he shall be deemed a member ex officio of the district planning commission, and shall assume the same rights and duties as other commission members, except that this ex officio membership shall not continue except by an annual affirmative vote of the majority of the commission.

C. 40B Sec. 5. District Planning Commissions; Powers and Duties; Regional and District Plans.

A planning commission established hereunder shall make careful studies of the resources, problems, possibilities and needs of its district and, on the basis of such studies, shall prepare a comprehensive plan of development or a schematic study plan of such district or of such part or parts thereof as the commission may deem necessary and in such plans shall make such recommendations for the physical, social, governmental or economic improvement of the district as in their opinion will be in the best interest of the inhabitants of the district. Such plans and recommendations shall concern, among other things, the general use of the district, including land use, principal highways and expressways, bridges, airports, public utilities, public facilities, parks, recreational areas, public institutions and such other matters as in the opinion of said commission will be beneficial to the district and will promote with the greatest efficiency and economy the coordinated development of the district and the general welfare and prosperity of its people. Before the adoption of any such regional plan or a portion thereof, the district planning commission shall hold at least one public hearing thereon, notice of the time, place and subject of which shall be given. Written notice of such hearing shall be given to each planning board, board of selectmen, and city council. Notice of the time, place and subject of the hearing shall be published at least once in a newspaper having substantial circulation in the region at least ten days before such hearing. Adoption of such plan or portion thereof shall be by a majority vote of the representatives of the district planning commission. Such plan may be amended from time to time in the same manner as hereinbefore provided. A copy of the plan adopted by the commission or any amendments thereto signed by the chairman shall be filed with the town clerk of each member municipality not more than thirty days after commission action. Such plan or portion of a plan shall be a public record. Such district planning commission shall also assist the planning boards of the several cities and towns within the area of its jurisdiction in applying any district plans and recommendations so adopted to the local board's area of jurisdiction.

Such planning commission shall report annually to the city councils and town meetings of the cities and towns within its district, showing the status of its plans and recommendations. Such plans and recommendations shall be advisory only.



C. 40B Sec. 5A. Agreements for Conducting Water Favorability Studies.

Such commission may enter into an agreement with the water resources commission for the purpose of conducting water favorability studies under the direction of the water resources commission, as authorized by section nine of chapter twenty-one. The district's share of the cost of such studies shall be assessed against the constituent cities and towns in accordance with the provisions of section seven of this chapter.

C. 40B Sec. 5B. Economic Development Regional Commissions.

A district planning commission may, by an affirmative vote of two thirds of the representatives of the cities and towns comprising the district, agree to act as, and to assume the duties, obligations, and responsibilities of, an economic development regional commission for as many of the cities and towns within its area of jurisdiction as it may deem proper and logical, subject to the availability of funds for such purpose; provided, however, that said cities and towns shall be eligible for designation as an economic development region, hereinafter called the region, in accordance with the provisions of the Public Works and Economic Development Act of 1965. Additional eligible cities and towns may be added to or deleted from the region by an affirmative vote of two thirds of the representatives of the cities and towns comprising the district.

The district planning commission members and alternate designees of the cities and towns comprising the region shall constitute the economic development regional commission. In addition, such technical and advisory committees as are necessary and required by the Public Works and Economic Development Act of 1965 may be appointed in accordance with the provisions of said Act for the purpose of providing advice and guidance to the region.

The economic development regional commission may prepare economic development programs which shall be public records and may be changed or supplemented from time to time by a majority vote of the representatives of the cities and towns comprising the region. Said regional commission may conduct feasibility and implementation studies for public facilities and programs and develop public and private development projects which are consistent with and which aid in implementing the objectives of said commission. Said regional commission may advertise and otherwise promote the implementation of its plans and recommendations for the economic and industrial development of the region and may sponsor conferences, institutes, seminars and training programs on behalf of the region.

C. 40B Sec. 6. Consultations with, and Assistance to, Commissions by Commonwealth Agencies.

The several officers, boards, commissions, departments and divisions of the commonwealth and city and town officials may consult with any such district planning commission and shall furnish or make available to it on request all data and information within their knowledge and control pertaining to the area of jurisdiction of such commission.

C. 40B Sec. 7. Annual Estimate of Costs and Expenses of Districts; Payments to District Treasurer; Grants and Gifts; Contracts for Planning Studies and Services.

Said commission shall, annually in the month of February, estimate the amount of money required to pay the costs and expenses of the district for the following fiscal year, shall fix and determine the proportion of such costs and expenses to be paid by the constituent cities and towns thereof during such fiscal year which, however, shall not exceed any per capita limit established by the vote of two-thirds of the city councils and town meetings of member cities and towns, and shall certify the amount so determined for each city and town to the assessors thereof who shall include the sum in the tax levy of such fiscal year, provided that the per capita limit of any new member municipality shall not be less than the per capita cost to the member municipalities in the district at the time the new member joined the district. Such apportioned cost shall be on a per capita basis in direct proportion to the population of the city or town and the planning district as they appear in the most recent national census, exclusive of the inmates of county, state or federal institutions, and exclusive of the resident population of federal military installations to which the privilege of ex officio membership has been extended as provided in section four C; provided, however, that the national census or the annual national census estimate, whichever is the most recent, shall be used in any planning district in which the governing body of each city and town comprising such planning district accepts the provisions of this proviso. Upon order of the commission, the treasurer of each constituent municipality thereof shall, from time to time, subject to the provisions of section fifty-two and section fifty-six of chapter forty-one, pay to the district treasurer sums not exceeding the amount certified by the commission as the city's or town's share of the costs and expenses of the district. The commission is authorized to determine the amount of payment to be made to the district during the first year of membership of a new city or town in its respective district, but such payment shall not exceed any aforementioned per capita limits. Any such district planning commission established under the authority of this chapter is authorized to receive for its own uses and purposes any funds or moneys from any source, including grants, bequests, gifts or contributions made by the federal, state or municipal governments or by any individual, corporation or association. Any such district planning commission may contract with the federal or state government, or a city or town within such district, or with another district planning commission or planning council for the performance of planning studies and services within the limits of funds available to the district planning commission for such purposes. The treasurer of the district planning commission or, in his absence, the assistant treasurer shall disburse the moneys so received upon an order approved by the chairman of the commission when so authorized by a majority vote of said commission.

C. 40B Sec. 8. Borrowing in Anticipation of Revenues; Execution, Effect, and Maturity of Revenue Anticipation Notes.

The district may authorize debt by a majority vote of the commission in anticipation of revenue to an amount not in excess of that to be received during the current fiscal year from member cities and towns. Notes issued under authority of this section shall be in the name of and upon the full faith and credit of the district, and said notes shall be signed by the treasurer of the district, and the chairman of the district planning commission shall countersign and approve them in the presence of the clerk of the district who shall certify to the fact on the face thereof. Such notes shall be payable, and shall be paid not later than one year from their dates, and shall not be renewed or paid by the issue of new notes, except as provided in section seventeen of chapter forty-four.

**SENSITIVE BUT UNCLASSIFIED**  
**Automated Standard Application for Payments**  
**ACCOUNT SETTLEMENT REPORT**

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Short Name : LVFMC

Short Name : BRPC

Account ID : BF00A00473

Transaction Date From : 10/02/2017

Through : 11/01/2019

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Settlement/Applied Date	Transaction Type	Authorizations	Draws/RP/BE	Account Balance
10/02/2017	BL FWD			\$0.00
10/02/2017	AU	\$300,000.00		\$300,000.00
11/27/2017	PY		-\$2,129.41	\$297,870.59
04/26/2018	PY		-\$3,225.06	\$294,645.53
07/09/2018	PY		-\$7,335.05	\$287,310.48
07/11/2018	PY		-\$8,685.47	\$278,625.01
10/25/2018	PY		-\$13,991.04	\$264,633.97
01/11/2019	PY		-\$56,170.32	\$208,463.65
02/15/2019	PY		-\$12,135.71	\$196,327.94
03/13/2019	PY		-\$9,200.72	\$187,127.22
04/23/2019	PY		-\$705.70	\$186,421.52
06/13/2019	PY		-\$6,568.62	\$179,852.90
06/13/2019	PY		-\$13,219.57	\$166,633.33
07/18/2019	PY		-\$75,501.36	\$91,131.97
10/22/2019	PY		-\$16,626.76	\$74,505.21

**SENSITIVE BUT UNCLASSIFIED**  
**Automated Standard Application for Payments**  
**ACCOUNT SETTLEMENT REPORT**

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ALC/Region : 68128933/  
Recipient ID : 2524739  
Account ID : BF00A00473

Short Name : LVFMC  
Short Name : BRPC

Transaction Date From : 10/02/2017

Through : 11/01/2019

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Settlement/Applied Date	Transaction Type	Authorizations	Draws/RP/BE	Account Balance
Totals :		\$300,000.00	-\$225,494.79	

## Application for Federal Assistance SF-424

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

12/03/2019

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

### 8. APPLICANT INFORMATION:

\* a. Legal Name: Berkshire Regional Planning Commission

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

\* c. Organizational DUNS:

1239243670000

### d. Address:

\* Street1:

1 Fenn Street

Street2:

Suite 201

\* City:

Pittsfield

County/Parish:

\* State:

MA: Massachusetts

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

01201-6278

### e. Organizational Unit:

Department Name:

Division Name:

### f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

\* First Name:

Melissa

Middle Name:

\* Last Name:

Provencher

Suffix:

Title: Environment & Energy Program Manager

Organizational Affiliation:

\* Telephone Number:

(413) 442-1521 ext. 22

Fax Number:

\* Email: mprovencher@berkshireplanning.org

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

E: Regional Organization

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

Environmental Protection Agency

### 11. Catalog of Federal Domestic Assistance Number:

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

### \* 12. Funding Opportunity Number:

EPA-OLEM-OBLR-19-05

\* Title:

FY20 GUIDELINES FOR BROWNFIELD ASSESSMENT GRANTS

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

Berkshire Regional Brownfields Assessment Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant \* b. Program/Project 

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="300,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="300,000.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title: \* Telephone Number:  Fax Number: \* Email: \* Signature of Authorized Representative:  \* Date Signed: